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27 February 1964

SUMMARY

SHIPMENT OF AGENCY MATERIEL

1. On 10 January the Planning Staff was instructed to make a study of the practices used in shipment of materiel by the Office of Logistics. The study was submitted by the Planning Staff on 14 February and made the following recommendations:

"1. That a qualified Cargo Branch/Transportation Division representative participate in the daily meetings of the Depot Cargo Planning Group.

"2. That Cargo Branch/Transportation Division determine, in coordination with Depot Supply personnel, weekly or monthly out-off dates for receipt of packed cargo in Transportation for meeting mail, air lift, and sailing schedules for specific destinations.

"3. That Cargo Planning Group indicate by date on requisition form 88's when cargo can be made available to Transportation for booking and shipping in lieu of Stock Control/Supply Division arbitrarily establishing deadline delivery dates at destination.

"4. That Area Division Logistics Officers make every attempt to consolidate requisition Form 88's by cost center and destination prior to forwarding to Stock Control for the editing and assignment of voucher number.

"5. That Cargo Branch/Transportation Division be relocated to [REDACTED]

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"6. That the Shipping Unit/Supply Division, its functions, responsibilities and personnel be transferred to Cargo Branch/Transportation Division."

The study was then referred to the Transportation Division and the Supply Division for comment.

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2. Comments of the Supply Division were as follows:

"1. Supply Division concurs without question in Recommendations 1, 2, 5, and 6, provided Recommendation 5 is implemented.

"2. On Recommendation 3, it is our feeling that the proper premise for cargo planning and transportation booking should be the required date at destination on any given requisition. This is consistent with the pattern being followed in our present shipment planning and scheduling.

"3. We concur in Recommendation 4. However, we wish to call your attention to the fact that the single line requisition concept (MILSTRIP or FEDSTRIP), which we are presently studying for possible application, presents serious problems. To overcome these difficulties will necessitate some thorough planning, coordination, and the development of an acceptable procedure to accomplish the maximum possible degree of cargo consolidation."

3. Comments of the Transportation Division were as follows:

"1. Although exception can be taken to several areas in the Planning Staff study, we concur with its basic intent. The findings and recommendations made in this study are quite similar to those developed in a corollary Transportation Division study, a copy of which is attached. In both studies the procedures required for FIFO were found to be the major source of the vast volume of paper work which has handicapped the smooth operation of the requisition-shipping cycle. Both papers further state that an improvement in this condition has resulted through modification of the FIFO concept.

"2. Three major areas of joint interest which we desire to qualify follow:

"a. We do not agree that the entire Cargo Branch should be moved to the Depot. A considerable, and critical, part of Cargo Branch responsibilities will continue to be concerned with transportation functions not involving [REDACTED]. For this reason the major group of Cargo Branch personnel must be physically located with the Transportation Division. We do agree that a transportation section should exist at the Depot, staffed in accordance with the organization chart shown on Attachment H to our study. This section would remain in a tenant status and would require separate office space.

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